



REPUBLIC OF KENYA



Kenya Power

REQUEST FOR EXPRESSION OF INTEREST

FOR FIRMS TO UNDERTAKE CONSULTANCY SERVICES FOR SAP PROCESS REVIEW AND S/4 HANA LANDSCAPE DESIGN

EXPRESSION OF INTEREST NO.: KP1/9A.2/EOI/003/ICT/22-23

COUNTRY: KENYA

I. Project Background

The Kenya Power and Lighting Company PLC (KPLC) owns and operates the electricity distribution system in the country and sells electricity to over 9 million customers. Our vision is to be Kenya's energy solutions provider of choice by providing quality and reliable service to power people for better lives and enable the country's socio-economic development in a sustainable manner.

II. Objective of the Assignment

The overall objective of the assignment is to undertake a detailed review of KPLC's SAP ECC 6 Enterprise Resource Planning (ERP) system which currently handles our finance, human resources and supply chain business processes, determine gaps and areas of improvement and thereafter develop the specification and roadmap for an upgrade to the most current version of the system.

III. Scope of Work:

The consultancy will include the following activities:

1. Conduct a detailed evaluation of KPLC's SAP ECC 6 ERP system including finance, human resources and supply chain modules
2. Engage with all functional and technical stakeholders to determine the current challenges and requirements
3. Develop a detailed business process reengineering plan in line with KPLC's corporate strategy and international best practice
4. Undertake a detailed analysis of current licenses and develop an optimal license footprint based on future needs and business priorities
5. Develop a detailed request for proposal (RFP) document for the ERP upgrade including specifications and evaluation criteria
6. Provide project management and related services during the implementation phase of the upgrade
7. Undertake a skills gap analysis and recommend an appropriate capacity building program for key ERP system users and technical staff

IV. ELIGIBILITY AND QUALIFICATION CRITERIA

Kenya Power is now seeking through this Expression of Interest (EOI), to shortlist **suitably qualified bidders for SAP ERP Business Process Re-engineering and Upgrade**. The submission of an EOI will not constitute a bid, however Kenya Power will solely use the information to complete its shortlisting exercise and thereafter in the preparation of a **Request for Proposal (RFP)** document for the prequalified bidders.

1. Suitably qualified local and international firms are eligible to bid either individually or jointly.
2. Where firms bid jointly, proof of their collaboration in the assignment will be required along with a declaration that each firm is only involved in one bid for this assignment
3. The local component of the assignment should not be less than 30% of the value of the contract
4. Bidders must meet the following minimum requirements
 - a) Bidder should have been in consulting and advisory services either individually or jointly for at least 10 years prior to commencement of the assignment
 - b) In-depth ICT consulting and advisory experience for at least two (2) power distribution companies with at least 2 million customers each
 - c) Successfully implemented SAP ERP projects for at least four (4) companies each with an annual turnover equivalent to US\$ 100 million in the last 5 years
 - d) At least two (2) staff for this assignment with a minimum of 10 years experience in implementing SAP ERP in organisations with over 3,000 staff
 - e) At least two (2) staff for this assignment with a minimum of 10 years experience in business process re-engineering in large and complex organisations
 - f) At least one (1) staff for this assignment with a minimum of 10 years experience in SAP ERP finance modules
 - g) At least one (1) staff for this assignment with a minimum of 10 years experience in SAP ERP human resources modules
 - h) At least one (1) staff for this assignment with a minimum of 10 years experience in SAP ERP supply chain modules
5. Bidders must provide detailed documentary evidence of their eligibility and qualifications including:
 - a) Company profile for each organisation involved in the bid
 - b) Audited financial statements for last three (3) years
 - c) Project proposals, contracts, purchase orders and commissioning documents as proof of their general and specific experience as detailed in 4 above
 - d) Detailed CVs for key personnel who will undertake this assignment and their specific experience as detailed in 4 above
 - e) Partnership or joint venture agreements where applicable

This invitation for Expression of Interest shall lead to the **shortlisting of bidders** who meet the above minimum requirements. The shortlisted firms will then be invited through a **Request for Proposal (RFP)** to submit both technical and commercial proposals to carry out the assignment.

Interested bidders may obtain further information at the address below during office hours, between **0900 to 1200 and 1400 to 1630 hours (East Africa time)** or send e-mails to the addresses shown below:

1. Procurement@kplc.co.ke
2. JMuigai@kplc.co.ke
3. JMutai@kplc.co.ke

Completed Expression of Interest are to be submitted in electronic format on the KPLC's E-procurement portal in PDF format on or before the due date and time published on the portal. Bidders are required to visit the portal and KPLC's website (www.kplc.co.ke) from time to time for revised closing dates and addendums. Prospective bidders should register for E-Procurement to enable them access the KPLC portal under "New Supplier Registration" found under the Tenders Tab. The Tender is to be submitted **ONLINE** on or before **16th May 2023 at 10.00 a.m. East Africa time**.

Bids will be opened electronically promptly after closing time and Bidders or their representatives are welcome to witness the opening at the **Stima Plaza Auditorium**.

**GENERAL MANAGER
SUPPLY CHAIN & LOGISTICS**

www.kplc.co.ke

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